

**SHEDD-PORTER MEMORIAL LIBRARY**  
**Volunteer Policy**  
**Approved – January 9, 2020**

The Shedd – Porter Memorial Library welcomes volunteers. The Library frequently has projects that would assist the Library Director and staff, such as shelving materials, craft and bulletin-board projects, assisting with book withdrawals, and program assistance. Volunteers do not take the place of staff person nor do they perform staff duties.

Days and hours for volunteers are flexible, on a regular schedule, an “as-needed” basis, or single-project assistance.

The volunteer program will follow, as needed and under the guidance of the Trustees and Director, the New Hampshire Library Association Best Practices for Volunteers, [https://www.nh.gov/nhsl/documents/best\\_practice\\_volunteers.pdf](https://www.nh.gov/nhsl/documents/best_practice_volunteers.pdf) (4 January 2020).